



Ginny L. Reichart Realty, Inc.
Property Rentals / Property Management
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APPLICATION PROCESS

CONSUMER NOTICE THIS IS NOT A CONTRACT

Ginny L. Reichart Realty, Inc. hereby states that with respect to all rental properties we advertise and show as available for rent, all Agents in our office are acting in capacity of an agent of the Owner/Landlord pursuant to a property management or exclusive leasing agreement.

I acknowledge that I have received this Notice:

Date: _____
Consumer Signature Consumer Signature

I certify that I have provided this Notice: _____
Licensee Signature Date

This letter was composed so the applicant has a clear understanding of how a tenant is chosen to rent one of the rental properties we have available for rent.

Ginny L. Reichart Realty, Inc. Property Rentals/Property Management does not own any of the rental units in which we rent, we offer a service to owners/landlords of rental properties to place tenants in their units for a fee.

Our job is to advertise, show, and screen applicants for the owner/landlord of the rental unit.

After we receive your application in our office for a particular unit, the owner/landlord of that unit is called by our office to discuss the application and the owner/landlord of that unit makes the final decision. The owners/landlords are usually looking for a credit score of **600** or above but the owner/landlord **may** accept a Double Security Deposit for lower credit scores. The Double Security Deposit only to be used at the end of tenant's first year. Security Deposit and 1st Month's Rent is always required regardless of credit.

Please note: some of our rental units will accept small pets and usually the weight limit is **25** pounds. The fee for pets is **\$200.00** which is Non-Refundable and **\$25.00** extra a Month in rent. But **if** owner/landlord accepts a larger pet then the pet fees may increase.

After the decision process has been completed you will be notified by phone within 2 to 5 days to discuss your application. Please be aware that some owners/landlords can take longer to decide on an application. If approved by owner/landlord then the First Month's Rent is required to secure the rental unit, and payment must be in the form of a Money Order or Certified Check.

All credit applications may be used to apply for any of our rental units and is valid for a period of six months.

All application fees are Non-Refundable as we incur processing charges and a charge from the credit company to pull your credit report. Thank you for applying with Ginny L. Reichart Realty, Inc. Property Rental/Property Management.

RENTAL APPLICATION

(NON-REFUNDABLE APPLICATION FEE OF \$50.00 PER PERSON)

(If your check is returned for Insufficient Funds you will be charged a \$35.00 fee and we will file Bad Check charges against you at the Magistrate's Office) Fee collected: \$ _____ Form of payment: _____

_____ Copy of Social Security Card (All Adults need to provide) _____ Copy of License (All Adults need to provide) _____ Copy of Current Pay Stubs (At least show 1 month worth – All Adults)

ADDRESS OF PROPERTY YOU ARE APPLYING FOR: _____

HAVE YOU RENTED THROUGH GINNY L. REICHART REALTY, INC. IN THE PAST? _____

IF YES – ADDRESS OF PROPERTY _____

Applicant Name: _____ Birth Date: _____ SSN: _____

Co-Applicant Name: _____ Birth Date: _____ SSN: _____

Telephone Number: (Cell 1) _____ (Cell 2) _____ (Home): _____

E-mail Address: 1: _____ 2: _____

Names & Ages of Persons to occupy unit: _____

Present Address: _____ Rent or Own

Resident at Present address from: _____ to _____ Payment per Month: _____

If Renting Name of Landlord: _____ Landlord Number _____

Do you have a Current Lease? _____ Expiration Date: _____

Reason for Leaving: _____

Previous Address: _____ Rent or Own

Resident at Previous address from: _____ to _____ Payment per Month: _____

If Renting Name of Landlord: _____ Landlord Number _____

When can you take Possession of this Rental Unit? DATE: _____ OR 30 DAYS 60 DAYS

Applicant Currently Employed by: _____ How Long? _____

Employment Address: _____

Employment Phone# _____ Position _____

Net Income \$ _____ Employment Contact Person _____

Co-Applicant Currently Employed by: _____ How Long? _____

Employment Address: _____

Employment Phone# _____ Position _____

Net Income \$ _____ Employment Contact Person _____

Reference Name: _____ Phone # _____

Address: _____

Person to contact in case of EMERGENCY: _____ PHONE# _____

Name of your Bank: _____ Have you ever filed for Bankruptcy? _____

Have you ever been evicted? _____ Have you ever willfully refused to Pay Rent? _____

Have you been convicted of a felony? _____ Clarify certification statement further: _____

Do you have any Pets? _____ If yes, what breed and weight? _____

I/WE CERTIFY THAT WE HAVE READ AND UNDERSTAND THE OTHER SIDE OF THIS APPLICATION PAGE AND THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND I/WE AUTHORIZE GINNY L. REICHART REALTY, INC. TO OBTAIN AND/OR VERIFY MY CREDIT REPORT, EMPLOYMENT REFERENCES, AND TENANCY REFERENCES. THIS APPLICATION IS NOT A GUARANTEE OF TENANCY.

Applicant Signature _____

Date _____

Co-Applicant Signature _____

Date _____